



# Maple Valley City Update

May 11, 2015

## Events

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## Activities

- May 6
  - Planning Commission
  - Audit Committee
- May 7
  - Public Arts Commission
- May 9
  - City of Maple Valley & King County Recycling Collection Event
- May 11
  - City Council Meeting
- May 13
  - Parks & Recreation Commission
- May 14
  - City Manager's Business Breakfast
- May 18
  - Public Arts Commission Special Meeting
- May 20
  - Economic Development Committee
  - Planning Commission
- May 25
  - Memorial Day City Offices Closed
- May 26
  - City Council Special Meeting
- May 27
  - Parks & Recreation Commission
  - Tri-City Council Meeting

## From the Desk of David Johnston

A few months ago I wrote about the benefits the City of Maple Valley receives by its participation in a police services contract with the King County Sheriff's Office. We have been fortunate to have assigned to our Police Department dedicated men and women who enjoy working with you, our citizens, and dealing with the criminal and social issues that often lead to crime. Maple Valley's recent ranking as one of the safest communities can be largely attributed to our officers' dedicated service.

Dynamic organizations undergo changes very frequently. Men and women move to different jobs with a different employer. They retire and start a new chapter in their life. They get transferred to a new department. The King County Sheriff's Office is one such organization. I would like to bring you up-to-date on some changes within the Sheriff's Office that impact Maple Valley.

Last week I had a visit from Major Brad Thompson, the Commander of Precinct 3, at the north end of Maple Valley. He let me know that, after 30+ years of service with the King County Sheriff's Office, he is retiring. Major Thompson has served the Maple Valley area well over the past years. When I started with the City in 2009, he was the Operations Captain with the Precinct. I witnessed first-hand his respected command presence as he managed the sad scene involving a drowning in Lake Wilderness during our 4<sup>th</sup> of July celebration of 2009. He is a great guy. He will be missed. We can only thank him for his service to our community and wish him and his wife the best as they start their new chapter of life.

Police Chief Nesel wants you to know that the recent Fishing Derby had very little activity from the Police front—which is the way he likes it. That successful event used King County Explorers to help manage the traffic in and around the park. The officers assigned provided foot patrols throughout the park and took care of the communications functions between all public safety personnel. He also wanted to let all of you know about Deputy Starla Martin who anchored our graveyard shift. She will be transferred to the King County Airport, working for Maple Valley's former sergeant, Capt. Don Davis. She will be missed, but we wish her all the best in your new assignment.

Finally, some good news to share! Our new officer, Deputy Josh Lerum, joined our department on May 4th. Chief Nesel received unsolicited references from people within the Sheriff's Office that Officer Lerum is one of the best and brightest deputies in the department. We also have a new Domestic Violence Advocate, Maple Valley resident Margarita Gomez. She will work under the direction of our municipal court staff, Judge Rochon and Prosecutor Hargan, directly with victims of domestic violence.

May typically marks the march to the end of the school year. The warmer weather means that more folks will be outside. Our Police Officers will be doing party patrols and bike patrols for the safety of all of our citizens. The City also received a special grant that allows our School Resource Officers to spend more time in our schools. Have a safe and enjoyable May 2015!

# 2015 Goals & Objectives

## ECONOMIC DEVELOPMENT

- Support the update of the City's Comprehensive Plan update and corresponding update to the zoning code.
- Continue to support the Tahoma School District's efforts to prepare its students for today's workforce and the District's efforts to build a new high school/regional educational center on the Summit Place/Donut Hole property within the City.
- As a Council priority, continue to work with the economic development committee to develop an environment that will attract commercial investment to the City that will, in turn, lead to creating living wage jobs within Maple Valley.
- Work to maintain long-term fiscal stability through efforts to diversify the City's tax base.

## PARKS & RECREATION

- Facilitate process, with the Parks & Recreation Commission, to develop recreation facilities with appropriate partners to meet the recreation demands from Maple Valley families
- Support the efforts of Parks & Recreation staff to finish both the parking expansion and dock replacement/expansion projects at Lake Wilderness Park in light of the increased use of the park by Maple Valley residents.
- Continue to support the community events that use the Lake Wilderness Park facilities throughout the year.

## PUBLIC SAFETY

- Continue to work with the King County Sheriff's Office in providing good police services to City citizens through the existing contract.
- Participate in localized emergency preparedness drills utilizing the City's newly updated Emergency Preparedness Plan and the new Emergency Operations Center.
- Work with the City Police Department and neighboring City Councils to increase community awareness of the issues pertaining to domestic violence and drug use.

## PUBLIC WORKS

- Actively participate in local and regional transportation organizations, South County Area Transportation Board (SCATBd), King County Regional Transit Committee, and the Puget Sound Regional Council.
- Continue to support the Public Works efforts to undertake both the Witte Road and 216th Avenue SE improvement projects.
- Continue to support grant funding for solid waste recycling collection programs.

## QUALITY CITY SERVICES

- Continue to support efforts of Black Diamond, Covington, and Maple Valley in identifying opportunities where the three communities can work together/share resources to maximize efficiencies and better use public funds.
  - Continue strong participation in the Sound Cities Association and associated committees.
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## DEPARTMENT UPDATE

### City Clerk

- Becky Munson is now the full-time permanent Administrative Assistant I.
- Staff supported three Council meetings, three Planning Commission meetings in April, and Library Advisory Board Meeting.
- Jennifer and Shaunna attended the Washington Public Records Officials spring conference annual conference which covered legislative updates, public records act, and case law updates. Jennifer attended the WCIA Short Course on Planning, Jennifer and Carol attended a webinar on Records Management provided by the Secretary of State.
- Jennifer attended the 2015 AWC Wellness Spring Networking Forum.
- In April, staff processed:
  - 32 passport applications
  - 220+ website updates
  - 19 King County pet licenses
- 18 public records disclosure requests were processed, including finalizing a 2014 request.
- Staff hosted the ICS 300 course at our Lake Wilderness Lodge.

## DEPARTMENT UPDATE

### Finance Department

Finance staff recently completed a week of training and implementation of the Payroll portion of our new finance software. This was our first successful processing in the new system as our old system was taken "offline" on April 22nd in preparation for the data import into the new system and reconciliation of dollars to insure the integrity of the converted data. Payroll was processed in the new system the week of April 25th, with May 1st being the first pay date in the new system. Employees will be trained the week of May 4th on the new online timesheet system. Other modules of the new system will be brought up over the next three to five weeks.

Finance staff are also currently tasked with four different audits and a two other audits that are likely to begin this spring or early summer. Representatives from the State Auditors Office are on-site to conduct the City's accountability audit and recently began the financial statement audit. They are also conducting the first audit of the Maple Valley Transportation Benefit District for 2013 and 2014. The Department of Revenue is also conducting an audit of the City's leasehold excise taxes. In addition to those four audits, the City will also be subject to an audit of our employee demographic, pay history and other information in relation to an audit of the statewide Public Employees Retirement System (PERS). The audit of PERS is the first of its kind and is the result of new financial accounting standards that will require cities and others to disclose the value of accrued retirement liabilities for current and past employees. The State Auditors Office will randomly audit a number of PERS members each year as part of this audit, and Maple Valley was one of the cities chosen for audit this first year. The sixth audit is the annual audit conducted by the Washington Cities Insurance Authority (WCIA). The focus this year for WCIA's audit is personnel policies and procedures, and a public works liability review. This audit will begin at the end of May. The intent of this audit is to review current City policies and practices and to make recommendations on improvements that can be made to reduce risk to the City.

## Finance Department /IT Update

The IT Department has gone to the airwaves! The FCC licensing associated to the City of Maple Valley's new official frequency was approved. The antenna and repeater were installed at the EOC. We had a great brainstorming meeting with several key players within the city to discuss programming of the new radios as well. IT is now currently working with staff to assess our coverage throughout the city, this is very time consuming and as about exciting as it gets. Yes, we are being sarcastic. Michael is driving around town, talking into a radio saying "Can you hear me now"? But that's the best way to test it. Preliminary tests show that our primary areas that we intended to cover with this first phase of UHF radios is working. Communications at the Lodge and around EOC/Maintenance Facility work great. We, however, have discovered that communications within City Hall are not so stellar, due to our building being down in this valley and losing line of site. We are working with Day Wireless to determine what additional equipment might be necessary to make the services work better here at City Hall and assess what cost would be associated to this. But again, the original intent was to cut down cell phones distributed to summer staff for communications throughout the park. We knew we eventually would want more coverage, but until that first antenna went up, we were unsure just how much equipment we would need based on topography and buildings. We are very excited that at minimum the system will be up and running for summer staff to use and for special events at the park. We are also applying for an amendment to our FCC license to give us more access. The point of this amendment is so that when our Day Camp goes on field trips, they can take the radios with them and when they break off into groups, the group leaders can still communicate with each other even though they are outside of the City limits. This is a great added feature for communications to ensure safety of the children under our care.

Our Computer Support Specialist is doing such a great job driving around town "looking for signal", he continues those efforts here at City Hall using Wi-Fi enabled devices as well, continuing our efforts to terminate the gremlins in our Wi-Fi. We have adjusted settings in our system we specifically put in to allow the KBA consultants to print to our copiers without being on our network for security purposes and a few other tweaks. We think we've determine the culprit, a virtual controller in one of the wireless access points. Please feel free to Google that for

some exciting night-time reading. We like to think we have this fixed. But it is technology and it loves to keep us busy and constantly guessing.

The GIS Department is continuing work for the Finance Department on a major project to verify all sales tax, use tax, utility taxes, etc., collected are those geographically located within the City limits and is inclusive of all businesses within the City. As part of this effort, we are updating the GIS businesses layer which contains the physical location of each business in the City in addition to various other data including business name, UBI number, and other info that is also helpful for emergency responders such as if there are flammable materials on site. This is all made possible from the City's business license program from which much of this valuable data is obtained. However the form in which the data comes to us, is not so easy to cut and paste. Also, we constantly discover "bad data" that either was entered wrong by the applicant or possibly by the State. Therefore, quality control adds significant time to this process. Alan Dunning, the City's GIS volunteer, continues to diligently update the City's private storm water systems in the stormwater GIS database. His efforts continue to add immense value to the City and have allowed us to make significant progress.

The IT Manager was very fortunate to attend a Cyber Security Training held at the Washington State Criminal Justice Training Center in Burien, sponsored by WCIA. The presenter was Michael Bazzell of the FBI. I wished every staff member and council member could have been at this training. He did an amazing job of showing just how easy "the bad guys" can get in. It was terrifying, but he made it fun and easy to understand. There was a point in the demonstration that he was showing us how easy it was to turn people's house lights on/off and or the locks to their homes, as these people had "network connected" Honeywell systems, but never put usernames/passwords onto their systems. We saw how easy it is to spoof an email and/or even a phone call. In the end, the message sent home was that technology is getting harder and harder to crack if you use the tools given to you to lock it down. The criminals are finding it easier to "crack" the people. Social engineering is the number one way these criminals are getting into systems. Thus, once again hitting home the idea that a Cyber Aware Staff is our number one defense.

## STATUS OF ACTIVE CAPITAL PROJECTS

### Summit Park – P3

8.18 acres of the 22.75 acre property has been sold to the Tahoma School District to develop an access road and parking lot for the new Tahoma High School project. Staff has hired a consultant to begin looking at options to re-develop the master plan that was adopted in 2010 for the remaining 14.57 acres of park property in the 2nd quarter of 2015.

### Ravensdale Park Phase 2 - P11

Facility is being used on regular basis. Ribbon cutting scheduled for May 21, 2015.

### Lake Wilderness Golf Course Improvements – G3 & G5

No projects planned yet for 2015.

### Lake Wilderness Lodge Upgrades – P5

Work to repair stucco and repaint select portions of the exterior of the Lodge is complete. The proposed kitchen remodel project is on hold and will be re-evaluated by department staff.

### Lake Wilderness Park Dock Replacement – P6

Project is substantially complete. Punch list items being worked on. Ribbon cutting to be scheduled.

### Lake Wilderness Park Parking Expansion – P6

Project is substantially complete. Landscaping to be installed in phases.

### Parks, Recreation, Cultural, and Human Services Plan Update – P10

Project is complete.

## DEPARTMENT UPDATE

### FootGolf

Parks & Recreation Department staff attended the Washington Recreation & Parks Association annual conference in Tacoma the week of April 27th and came away winners in the 1st annual **WRPA FootGolf Championship** played at Meadow Park Golf Course.

Staff members included **Joseph “Bobby” Quick**, who took home low net and won the closest to the pin competition; **Allison Scott** who was best dressed female; and **Mark Ratcliffe** who won the long drive competition. Nice job Maple Valley Parks & Recreation Staff!

FootGolf is a relatively new sport that combines soccer and golf. Players use a regulation size soccer ball on shorter holes with larger cups. Players kick the ball from tee to green and record the number of strokes to get it in the hole, just like in golf.

Meadow Park in Tacoma was the first course in Washington State to open in May of 2014, and since that time a number of courses have opened, including Jefferson Park, Foster, Fort Steilacoom and approximately 20 others around the State.





## STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS

### **Witte Road Phase 3 – (T28a)**

Construction of Witte Road SE – Phase 3 Improvements, from SR 169 to SE 240th Street began on April 20th and traffic control cones are in place. A joint utility trench is being dug along the east side of Witte Road SE beginning at the south end and new utility vaults are being installed as part of the underground conversion of power and communication to underground. Vegetation is also being removed along the east side of Witte Road and demolition of sidewalk has started at the south end of the project. A safe pedestrian route will be maintained at all times and erosion control is currently in place. Later in the summer, there will be street trees and low level shrubs installed in the planter strip adjacent to the new sidewalk. Portable messaging signs in advance of the project on Witte Rd SE and along SR 169 both north and south of Witte Road SE will remain in place until completion of the project in October.

### **216th Avenue SE Roadway Improvement– (T38)**

The Right of Way use permit application for the Bonneville Power Administration (BPA) has received preliminary review and should be completed by next week by the City and PSE for the portion of the project that crosses a BPA power easement with lighting to be installed in the area south of SE 280th Street. Preparation of the 90% plans and specifications is expected in the next several weeks. The project will be advertised later this fall.

### **Cedar Downs Div. 3 Drainage Improvement Project (S-12)**

This project includes the removal and replacement of existing deteriorated stormwater pipes and catch basins. Other works include removing sediment, removing overgrowth vegetation and trees located in the pond, expanding the pond for gaining more capacity and water quality benefits. The bid document is currently being prepared. The existing drainage easement and the need of additional drainage easement are currently being determined and pursued by City's Staff and legal department.

### **Lake Wilderness Park Parking Lot Improvements (P-06b)**

Please see the update for this project on page 5 under Parks & Recreation Capital Projects, Lake Wilderness Park Parking Expansion – P6.

### **2015 Miscellaneous Draining Improvement & Water Quality Retrofits (S-12)**

Contractors listed on the MRSC Small Works Roster have been invited to bid on the construction and retrofits at six individual drainage facilities. Bids are due on May 15, 2015.

## DEPARTMENT UPDATE

### Planning Commission

The January 14th Planning Commission meeting included introduction of the Land Use Element and limited the discussion to the future of Elk Run, the remainder of the Summit Place property and ideas for a Town Center in the area north of 264th including the Legacy Site. January 21st began discussion of the north end of town, including a new “Regional Employment Center” on the Brandt and Hayes properties. At the meeting on February 4th, the Commission began in depth deliberation of the issues before them which continued at the meeting on February 18th. At their March 4th Planning Commission meeting completed review of the draft Land Use Element. The Planning Commission presented the draft land use element to the City Council on March 9th. The Planning Commission will consider the draft Utilities and Environmental Quality Elements at their March 25th Special Meeting. The Commission reviewed draft goals and policies and demographic data for the Housing Element on April 1st. Discussion of the Housing Element concluded at the April 15th meeting. Also discussed was having the Legacy Site be a stand alone land use designation as well as Food Bank farming vegetables on a portion of the Elk Run property. At the April 29th special meeting, the Planning Commission had a presentation from the food bank regarding proposed farming on the Elk Run property. The Commission also reviewed and discussed the Transportation Element. Discussion of Land Use will Continue on May 6th. An open house/public hearing is planned for May 20th. It is anticipated that the Commission will wrap up their review of the Comprehensive Plan and forward a recommendation to Council. Staff is preparing the draft Comprehensive Plan for introduction to Council on May 26th.

### Spring Residential Recycling Event & Bin Sale

The grant funded spring residential recycling event and bin sale is schedule for Saturday, May 9th from 9 :00 am to 3:00 pm at Rock Creek Elementary School. With potential funding cuts to Coordinated Prevention Grant (CPG) in the 2015-17 biennium, a letter urging the House and Senate Budget Committees to restore funding was sent that was signed by the Mayors of Maple Valley, Black Diamond and Covington.

### Lakes Programs

Recruitment continues to fill a recent vacancy for the Alternate member position. Staff participated education and outreach at the fishing derby by inspecting boats for aquatic hitchhikers at the LWPA’s booth on Friday evening.



LWPA Volunteers Inspect Boats to Help Prevent “Aquatic Hitchhikers”

## Residential Subdivisions and Available Lots

File Number	Plat Name	Pre-Plat Approval	Potential Building Lots	Pre-Plat Expiration	Final Plat Approval	Approved Lots	Site Under Const.	Building Permits Is-			Available Building Lots
								Prior to 2014	2014	2015	
CD0609-002	Sawyer's Crest	2/10/2005		N/A	5/14/2007	50	N/A	50	0	0	0
CD0811-001	Sawyer's Crest 2	1/25/2006		N/A	2/9/2009	30	N/A	30	0	0	0
CD0812-002	Sun Ridge at Elk Run 3	5/4/2006		N/A	3/23/2009	75	N/A	55	20	0	0
CD0806-004	Mountain View	5/31/2005		N/A	4/12/2010	43	N/A	43	0	0	0
CD1103-001	Rock Creek Meadows	8/15/2006		N/A	9/26/2011	34	N/A	34	0	0	0
CD1307-002	Reserve at Maple Valley	9/28/2005		N/A	11/13/2013	60	N/A	11	49	0	0
CD0406-013	Ridge at Lake Wilderness	6/30/2004		N/A	2/25/2005	11	N/A	7	2	0	2
CD1308-005	Arbors Phase 1	7/18/2007		N/A	1/13/2014	44	N/A	1	42	1	0
CD1309-002	Jordan's Crossing	7/31/2007		N/A	3/24/2014	15	N/A	1	13	0	1
CD1406-005	Arbors Phase 2	7/18/2007		N/A	9/22/2014	34	N/A	0	33	1	0
CD1404-002	Rock Creek Reserve	9/1/2006		N/A	9/22/2014	25	N/A	0	4	7	14
CD0602-005	Arbors Phase 3	7/18/2007	48	N/A	No		No				0
CD1308-004	Yellow Rock Road	In review	6	N/A	No		No				0
CD1308-001	Terrace at Maple Woods	5/5/2014	35	5/5/2021	No		Yes				0
CD1403-006	Cedar Peak	in review	17	N/A	No		No				0
CD0601-010	Wilderness Hills 3	12/11/2007	22	12/8/2017	No		No				0
CD0601-011	Wilderness Hills 4	9/11/2008	16	9/10/2015	No		No				0
CD0702-001	South Fork	7/31/2007	10	7/28/2017	No		No				0
CD0702-010	Malloy	10/5/2007	44	10/2/2017	No		No				0
CD0711-002	Sun Ridge at Elk Run 4 D 2	9/19/2012	6	9/18/2019	No		No				0
CD0804-004	Sun Ridge at Elk Run 4 D 1	6/12/2012	59	6/11/2019	No		Yes				0
Total			263			421		232	163	9	17

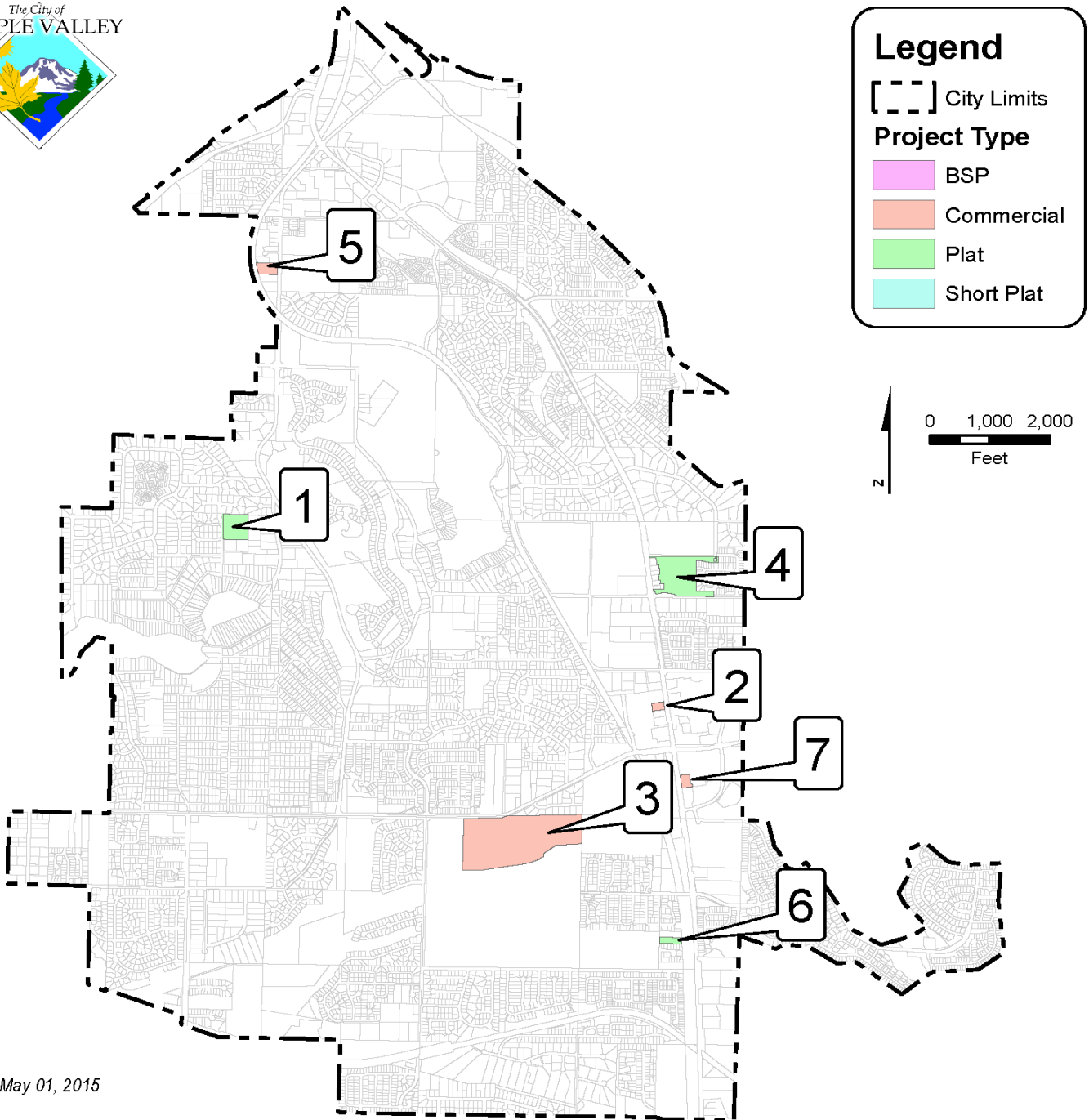
## Commercial Projects

File Number	Commercial Projects	Square Feet	Type	Status
CD1307-004	Hope Fellowship	7,942	Building addition	Under construction
CD1406-001	Four Corners Sq. Bldg. L	5,600	New construction	Under construction
CD1412-002	Tahoma High School DR	315,000	New construction	In site development review
CD1406-003	Panera Bread Bakery Café	4,200	New construction	In site development review
CD1501-005	St. George Episcopal	5,000	New construction	In design review
CD1412-003	McDonald's		Building remodel	In design review
Total		337,742		

## Pre-Application Conferences

Type	2014	2015 1st Quarter	2015 2nd Quarter	2015 3rd Quarter	2015 4th Quarter	2015 YTD
Commercial	23					0
Residential	18	7				7
Other Review Meetings	21	2				2
Totals	62	9	0	0	0	9





Updated: May 01, 2015

## Projects Under Review

No.	Name	Project Type	Description	Lots/SqFt	Status
1	Cedar Peak	Plat	Preliminary plat	17 lots	Under review
2	Panera Bread Bakery	Commercial	Site development permit	4,200 sqft	Approved
3	Tahoma High School	Commercial	Site development permit	315,000 sqft	Under review
4	Arbors at Rock Creek 3	Plat	PP minor revision	48 lots	Approved
5	St. George Episcopal	Commercial	Conditional use permit	5,000 sqft	Under review
6	South Fork	Plat	PP minor revision	10 lots	Under review
7	McDonald's	Commercial	Remodel	3,579 sqft	Under review